

**TOWN OF OXBOW**  
**REGULAR COUNCIL MEETING MINUTES**  
**September 26, 2022**

**In attendance:** Mayor, D. Pierce; Councillors: R. Rabanal, W. Nordin, M. Barnes, R. Rossow R. Kitz, James Fonstad and CAO L. Pierce

**Regrets:** NIL

**Call to Order Acknowledgment of Treaty Lands:** A quorum being present and acknowledging the treaty lands the Town of Oxbow occupies, the Mayor called the meeting to order; 7:00 PM.

**1. Agenda**

**Rossow/Rabanal**  
**193-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow adopt the agenda as circulated.

**Carried**

**2. Minutes**

**Kitz/Rabanal**  
**194-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow adopt the September 12, 2022 regular meeting minutes as circulated.

**Carried**

**3. Delegations** \* Mayor Pierce left the chambers due to conflict of interest, 7:02; \*Returned, 7:36

7:00 – 7:32 pm – Todd Thompson; Oversight Operator Level 2 regarding attendance at the water treatment plant. Brought areas of concern to Council and discussed options for remedy.

Dennis Peet attended meeting 7:02 – 7:35 pm.

**4. Correspondence**

a. Multicultural Council of Saskatchewan– Request for Proclamation

**Nordin/Barnes**  
**195-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby proclaims support of November 19-27, 2022 as Saskatchewan Multicultural Week.

**Carried**

b. Hudson Bay Association – Invitation to AGM; RSVP with regrets

c. Multiplex citizen engagement sessions information; Acknowledged

d. SaskPower regarding potential nuclear facility to be decided 2029; Will attend future session.

e. SaskEnergy crossing west side Prospect Ave at Coldridge Road approval request

**Rabanal/Fonstad**  
**196-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby approves the crossing request form SaskEnergy to cross Prospect Avenue (west side) at Coldridge Road.

**Carried**

f. SUMA – Regional Meeting October 17 in Estevan or online; CAO and Councillor Barnes will attend.

g. Gov't of Canada – CCBF (the grant formerly known as Gas Tax) 2022/23 allocation amounts.

h. CN – 2022 report letter and report; Acknowledged

**5. Bylaws/Policy**

**6. Old Business**

a. Dutch Elm disease; TABLED

b. Someone for interior finishing; TABLED

c. Quote received from Sector 1 for front office window that open

**Barnes/Nordin**  
**197-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby approves quotation #22399, Option 2

received from Sector 1 Glass for the purchase and installation of one window to replace existing front office window, including removal and disposal. **Carried**

- d. Generator for water treatment plant and monthly rental for “critical standby” quotes; TABLED until quote received to upgrade PLC system to Allen Bradley.
- e. Amber Christensen; further clarification of the reason to deny the decision was provided.
- f. Saskarc regarding hydrant request and proposal to share costs of boring in a 6” water main extension; TABLED

## 7. New Business

- a. CDO Report, Proposal A for Christmas Lighting, and Proposal B for administrative EDO rotation

**Kitz/Barnes**

**198-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby accepts CDO proposal A for the purchase of new Christmas lighting for Main Street and a contribution of \$5,000 toward the project. **Carried**

**Barnes/Kitz**

**199-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby accepts CDO Proposal B for the implementation of an Earned Day Off rotation for the Administrator, Assistant Administrator, and Community Development Officer and authorizes changing the municipal office open hours to include 12:00 – 1:00 pm making the full open hours 8:30 am – 4:30 pm Monday through Friday commencing October 1, 2022. **Carried**

- b. Preferred Hydrovac Service Provider; TABLED for longer tender period.
- c. Overhead Doors for shop; The tracks to the 3 overhead doors at the municipal shop were damaged by the wind and rainstorm late July and the bay 2 lift is no longer operational. There may be funds forthcoming through the claim made to SGI for the obsolete tracks. Received quotation to replace all 3 doors but need an additional quote before deciding; TABLED
- d. To begin tax enforcement procedures

**Rossow/Kitz**

**200-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby authorizes administration to proceed with tax enforcement measures on the following properties:

Roll Number	Property Description	Total Arrears
00000010 000	17-18 43 AL4414	3,277.25
00000018 000	5 44 AL4414	567.16
00000028 000	16 44 85R45233	128.10
00000038 000	8 45 AL4414	1,896.31
00000096 000	7 D 59A01437	1,307.22
00000128 000	20 C 70R26186	686.62
00000129 000	19 C 70R26186	502.44
00000154 000	9 2 AM1340	685.53
00000160 000	4 02 AM1340	1,456.87
00000230 000	8 26 60755	1,096.20
00000258 000	7 9 10755	866.72
00000320 000	1 12 59A01392	384.41
00000346 000	13 E D4118	775.80
00000436 000	64 F 63R33115	2,186.25
00000449 000	33 F 59A01782	751.00
00000485 000	21 F 59A01782	2,384.68
00000515 000	1 17 60755	1,730.45
00000518 000	3-5 05 10755	1,704.75
00000526 000	4 20 60755	981.48
00000553 000	A & C 22 64R34177	2,603.62
00000554 000	S-T 22 67R18830	964.50
00000565 000	5 18 60755	1,553.33

00000570 000	5 4 10755	239.90
00000587 000	22-23 2 101272890	4,586.28
00000588 000	4-5&19 2 10755	1,018.09
00000597 000	11-16 03 10755	324.58
00000608 000	6-12 04 10755	8,380.64
00000609 000	6-10 18 60755	1,681.23
00000613 000	U-V 22 67R18830	636.25
00000618 000	29 47 76R36419	403.30
00000625 000	14 47 65R29551	203.26
00000662 000	3 & 8 38 AJ4251	1,114.57
00000678 000	5 40 AJ4251	503.64
00000890 000	13-14 46 99SE28188	9,720.50
00000895 100	3 1 102030624	167.47
00000988 100	12 H 102095322	655.29
00000991 100	G 102087413	107.13
00000124 000	4 03 AM1340	3,861.78

**Carried**

- e. Authorization for tax tile request

**Nordin/Fonstad**

**201-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby authorizes the CAO to commence proceedings to secure the property titles in the name of the Town of Oxbow for the following roll numbers: 338, 76, 360, 506, 350, 210.

**Carried**

## 8. Financial

- Statement of Financial Activities August, 31, 2022

**Nordin/Rabanal**

**202-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby approves the August 31, 2022 Statement of Financial Activities as prepared.

**Carried**

- Balance Sheet as at August 31, 2022

**Rossow/Rabanal**

**203-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby approves the Balance Sheet as at August 31, 2022 as prepared.

**Carried**

- August 2022 Bank Reconciliation

**Nordin/Kitz**

**204-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby accepts the August 2022 bank reconciliation as presented..

**Carried**

## 9. Accounts

**Kitz/Rossow**

**190-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow approve the following accounts for payment:

Chqs 20940-20951	\$ 31,377.20	(Batch 87-91)
EFT	\$119,111.05	
Online	\$ 11,405.24	
Payroll	\$ _____	
TOTAL (for period September 13 – 23, 2022)	<u>\$161,893.49</u>	

VOID CHEQUES: none

**Carried**

**10. Amendments to the Agenda**

**11. Action Items**

**12. In Camera**

**13. Reports**

a) **Council Reports**

**General Government**

- Updated quote for council room flooring is \$7-8,000.

**Protection**

- It was noted that contracted roof workers have not been following proper OH&S protocol. Admin to speak with them.

**Health and Economic Development**

**Recreation**

- Rec Board meeting August 2022 minutes and facilities report; Reviewed
- Requested that job profiles be created for employees dedicated to recreation.
- Discussion on level of service for outdoor rink. The Town and fire department will place the initial sheet of ice, but users will need to clear snow in order to use it as town employees will not be responsible for it.
- Pickle Ball clinic to be held October 22, 2022.
- Town and RM will each pay 50% of the cost of the Needs Study for new Multiplex.

**Transportation**

**Utilities and Sanitation**

- There is no issue with the sewer system at 920 Prospect Avenue as reported in the summer. Will monitor.
- Prioritize the raw water meter replacement.
- Moose Creek Park can use the lift station to dump wastewater going forward
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b) **Administration**

- CAO away October 4, 2022 on EDO
- ICIP grant is finished and now can request last \$172,000 from holdback be released
- Received project audit required for FCM GMF final grant and loan. Admin will try to coincide disbursement with first extension of funds November 19, 2022.

c) **Important Dates and Reminders**

- Strategic Doing – October 22, 2022 at municipal office 9:30 am
- Leadership/Team training – November 9<sup>th</sup> and 10<sup>th</sup> evenings at municipal office 6:00-9:00 pm

**Kitz/Rabanal**

**206-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow accept department reports as presented.

**Carried**

**14. Adjourn**

**Rossow**

**207-22**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby adjourn; 8:49 PM.

**Carried**

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Mayor

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Administrator